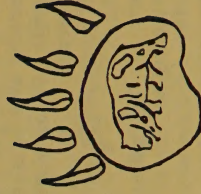


WHY

DOES

N.C.S.A.

EXIST ?



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NCSA EXIST?

For the past 13 years, Native Counselling Services of Alberta has been working in the justice system. Because of this, NCSA has become very familiar with the problems Native people experience, many of which directly or indirectly involve the legal system. Some of the most common problem areas are:

- legal education
- lack of familiarity with the legal process
- legal services
- employment opportunities
- self-esteem
- life skills
- parenting skills
- alcohol and drug treatment
- recreational facilities

In addition, cultural and traditional values conflict with non-Native culture.

Traditional Native justice was based on:

- informal social control
- preserving the welfare of the group
- conformity being more important than punishment
- the circumstances surrounding the incident
- the social, religious and economic functioning of the group
- positive reinforcement being as important as punishment
- group support being given to offenders
- recreating group harmony
- self-respect and respect for others

These factors all contribute to involvement with the law, a sense of alienation from society, difficulty in coping with family relationships and a dependency on a social service system most Native people understand very little about.

* * *

NCSA was created to assist Native people with these difficulties. NCSA's objective is:

"To gain fair and equitable treatment for Native people involved with the legal system."

The three main components of ensuring fair and equitable treatment for Native people are:

1. to increase the understanding of, and information available to, Native people about the legal and other systems.
2. to increase the understanding of, and information available to, members of the legal system about special circumstances surrounding Native involvement with the legal system.
3. to increase the understanding of, and information available to, the general community about Natives and the legal system.

Native Counselling Services of Alberta acts as a bridge between the legal system and the Native offender. NCSA is doing this by providing a number of

programs including:

- The Criminal Courtworker Program
- The Parole Program
- Probation Supervision Services
- Forestry Camps at Beaver Lake and Westcastle
- The Native Liaison Officer Program
- The Fine Option Program
- The Family & Juvenile Courtworker Program
- The Family Life Improvement Program (FLIP), Edmonton
- Youth Programs
- The Self Help Improvement Program (SHIP), Slave Lake
- The Homemaker's Program, Edmonton
- The Legal Education Media Program
- The Research Department

NATIVE COUNSELLING SERVICES OF ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
T5J 3C5

Telephone: (403) 423-2141

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PAROLE

PROGRAM



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WHAT IS THE NCSA PAROLE PROGRAM?

- It provides supervision for Native people who are on Parole or have been released under Mandatory Supervision.
- It helps former inmates adjust to society.

WHO DOES IT HELP?

- Any Native person who is on Parole or under Mandatory Supervision.
- Clients must be referred to NCSA by the Parole Office.

HOW DOES IT WORK?

- Clients are supervised by the NCSA Parole Program Supervisor or a Courtworker.
- Clients must report to their Supervisors on a regular basis.
- Supervisors assist clients by:
 - finding out what kind of support a Parolee is going to get from his community.
 - explaining terms and conditions of Parole and Mandatory Supervision.

- helping to find employment and a place to live when clients are having trouble.

- counselling clients on personal and family problems.

- helping to get assistance for special needs.

- Supervisors inform the Parole Office of their clients' progress.

WHY HAVE AN NCSA PAROLE SUPERVISOR?

- Have a Supervisor who understands Native culture and lifestyles.

WHO TO CONTACT?

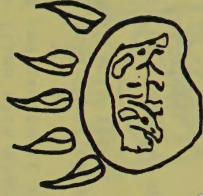
- A Parole Officer.
- The Native Liaison Officer or Native Program Coordinator in your correctional institution.

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10009 - 108 Street
EDMONTON, Alberta
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**S.H.I.P.
Program**



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WHAT IS S.H.I.P.?

- S.H.I.P. stands for "Self Help Improvement Program".
- It helps people sort out their family problems, especially where their children are involved.
- It offers people the chance to talk over their problems with other people who have similar difficulties.
- It helps people learn how to be better parents.

WHO CAN COME?

- Anyone who has family problems, Native or Non-Native.

WHAT HAPPENS?

- People meet one night a week, on Thursdays, from 7 p.m. to 10 p.m.
- There are films with discussions following and crafts if time permits.
- There are occasional outings and recreational activities.
- The topics of the films and discussions include:
 - child development
 - feeling good about yourself
 - the Welfare System
 - family and sexual relationships
 - discipline and communication

- * There are no fees for any activities or outings.

WHY COME?

- Meet new people.
- Find people to talk over your problems with.
- Learn more about yourself.
- Have fun.

WHO TO CONTACT?

Sheila Courttortelle
S.H.I.P. Program
Telephone: 849-4914

or

Drop in to see them at:
Native Counselling Services of
Alberta
Upstairs - Potpourri Mall
Main Street,
Slave Lake, Alberta

This program is sponsored by:

NATIVE COUNSELLING SERVICES OF
ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
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CRIMINAL

COURTWORK

PROGRAM



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WHAT IS THE CRIMINAL COURTWORK PROGRAM?

- It is an NCSA program that provides clients with legal information, counselling and assistance in the following court systems: Court of Queen's Bench, Appeal Court, Provincial Court, Small Claims Court, the Hearing Office.

- It helps Native people gain a better understanding of their legal rights and responsibilities.

WHO DOES IT HELP?

- Any individual, Native or non-Native who has become involved with the law.

- There is NO CHARGE for services.

HOW DOES IT WORK?

- NCSA Criminal Courtworkers are located throughout the province.

- Their job involves:

- explaining legal procedures and forms
- explaining police procedures, such as laying of charges.
- helping to get a lawyer
- attending court with clients, giving support and speaking on their behalf
- counselling clients on personal problems and needs such as housing, education, and employment
- legal education services

- giving referrals for serious problems (alcohol or drug addiction, for example)

- providing information on Probation, the Fine Option Program, bail hearings and NCSA programs

- helping clients in custody communicate with family and friends

- providing a language interpreter

- most Criminal Courtworkers are Commissioners for Oaths

WHY CONTACT A COURTWORKER?

- Learn about your legal rights and court procedures.

- Have help in getting a lawyer and standing up for yourself in court.

- Keep in contact with family and friends while in custody.

WHO TO CONTACT?

- The Courtworker in your area.

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10009 - 108 Street
Edmonton, Alberta
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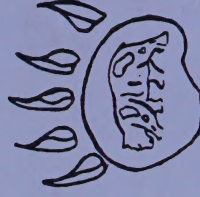
Telephone: (403) 423-2141

N.C.S.A.

NATIVE

LIAISON OFFICER

PROGRAM



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WHAT IS THE NATIVE LIAISON OFFICER PROGRAM?

- It is a service NCSA provides to Native inmates of correctional institutions in Alberta.

WHO DOES IT HELP?

- Any Native inmate, male or female in an institution where a Native Liaison Officer is located.

WHAT DO NATIVE LIAISON OFFICERS DO?

- They assist inmates by:
 - helping to communicate with prison staff
 - explaining institution regulations
 - providing legal information
 - providing support at disciplinary hearings
 - helping to apply for and plan parole and Temporary Absences
 - escorting inmates on Temporary Absences
 - helping to apply for transfers
 - arranging for resource persons, such as employment or education counsellors, to visit the institutions
 - assisting the Native Brotherhood and Sisterhood with their activities
 - helping to keep in touch with relatives, friends, lawyers, Native organizations, etc.

- talking over personal and family problems

- helping to get assistance for special problems (alcoholism, for example).

- acting as a language interpreter

WHO TO CONTACT?

- Ask to see the Native Liaison Officer of the institution. Liaison Officers are located at the following correctional institutions:

Calgary

Fort Saskatchewan
Lethbridge
Peace River
St. Paul

or

- Ask to see the Native Program Coordinator. Native Program Coordinators are similar to Liaison Officers and are available in:

Bowden Institution
Drumheller Institution
Edmonton Institution
The Grierson Centre

This program is sponsored by:

NATIVE COUNSELLING SERVICES OF
ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
T5J 3C5

Telephone: (403) 423-2141

N.C.S.A.

**F.L.I.P.
Program**



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WHAT IS F.L.I.P.?

- F.L.I.P. stands for "Family Life Improvement Program".
- It helps people sort out their family problems, especially where their children are involved.
- It offers people the chance to talk over their problems with other people who have similar difficulties.
- It helps people learn how to be better parents.

WHO CAN COME?

- Anyone who has family problems, Native or Non-Native.

WHAT HAPPENS?

- People meet every week, on Mondays, Tuesdays, Wednesdays and Thursdays from 1:30 p.m. to 4:00 p.m.
- On Monday, Wednesday and Thursday afternoons there are films and discussions.
- On Tuesday afternoons there are outings, crafts, and recreation activities.
- People discuss and learn more about:
 - child development
 - feeling good about yourself
 - the Welfare System

- family and sexual relationships
- discipline and communication

* There are no fees for any activities or outings.

WHY COME?

- Meet new people.
- find people to talk over your problems with.
- learn more about yourself.
- have fun.

WHO TO CONTACT?

Diane Jeffery, Lorraine Courtville or
Anne Trotter

F.L.I.P. program

Telephone: 423-2141

or

Drop in to see them at:

Native Counselling Services of Alberta,
5th Floor, Victoria Place
10009 - 108 Street
EDMONTON, Alberta

This program is sponsored by:

NATIVE COUNSELLING SERVICES OF
ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
T5J 3C5

Telephone: (403) 423-2141

N.C.S.A.

**LEGAL EDUCATION
MEDIA
DEPARTMENT**



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THE LEGAL EDUCATION MEDIA DEPARTMENT

was established in 1976 to promote the production of audio/visual slide sound presentations dealing with topics relevant to Native people and their involvement with the Justice System. It provides resource materials for Legal Education workshops, N.C.S.A. public relations, staff training and the newsletter.

THE SERVICES of the Department would

be of use to courtworkers, lecturers, trainers, workshop organizers, Justice and counselling personnel and persons or organizations interested in legal information or N.C.S.A. programs.

Audio/visual materials may be borrowed free of charge and along with a catalogue of all films are available through N.C.S.A. offices throughout the province.

THE GOALS of the Legal Education

Media Department are:

- to educate Native people on legal matters with respect to their rights, obligations and responsibilities under the law.

- to educate the public and supply legal information through audio/visual means.

- to increase cross-cultural awareness of the legal problems encountered by Native people.

THE FACILITIES available are:

- slide sound AV equipment
- 1/4" reel to reel and cassette tape recorders
- 16 mm and slide tape projectors
- photographic equipment
- VTR equipment on 1/2" and 3/4" format

THE STAFF include a Co-ordinator,

a media assistant and a sound technician.

This program is sponsored by:

NATIVE COUNSELLING SERVICES OF
ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
T5J 3C5

Telephone: (403) 423-2141

For further information contact:

THE MEDIA DEPARTMENT

N.C.S.A.

FAMILY

COURTWORK

PROGRAM



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WHAT IS THE FAMILY COURTWORK PROGRAM?

- It is an NCSA program that provides people with legal information, counselling and assistance in the Family and Juvenile Courts of Alberta.

- It helps people understand their legal rights and responsibilities.

- It helps families work out their problems and stay together.

WHO DOES IT HELP?

- Any youth, adult, or family, Native or non-Native.

- There is NO CHARGE for services provided by the Family Court-work Program.

HOW DOES IT WORK?

- NCSA Family Courtworkers are located throughout the province. Their job involves:

- acting as a liaison between their clients, social workers, and the courts
- informing people of their legal rights and explaining court procedures to them
- helping people obtain a lawyer
- referring people with special needs to other agencies and programs for help (such as alcoholism treatment or home-maker assistance)

- supervising visits between children in foster care and their natural parents

- supervising juveniles on probation

WHY SEEK OUR HELP?

- Learn about your legal rights

- Find out about Family and Juvenile Court procedures.

- Obtain assistance in finding a lawyer and standing up for yourself in court.

- Obtain help with family or personal problems.

WHO TO CONTACT?

- The Courtworker in your area.

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KOCHEE MENA

APARTMENTS

This program is sponsored by:

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5th Floor, Victoria Place
10009 - 108 Street
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T5J 3C5

TELEPHONE: (403) 423-2141



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THE N.C.S.A. KOCHEE MENA APARTMENTS

- Kochee Mena a Cree word meaning "try again", is a community residential centre for Native inmates being released from both Federal and Provincial Correctional Institutions.
- The 12 suite apartment building has space for 20 Native residents: 16 from Federal Institutions and 4 from Provincial Institutions.
- The program helps Native offenders make a smooth transition back into daily community life.
- It also offers guidance and in house programs to assist the Native offender.

THE PROGRAM HELPS

- Native inmates eligible for pre-release programs including: day parole, full parole, mandatory supervision and provincial temporary absence programs.

N.C.S.A. KOCHEE MENA APARTMENTS
IN HOUSE PROGRAMS:

- The Independent Living Skills Program helps residents to develop skills in independence and self care.
- The Native Culture and Spirituality gives residents the opportunity to interact with Elders, become aware of their culture, and instills pride about being Native.
- The Alcoholics Anonymous Program helps residents abstain from using alcohol or drugs.
- The Individual Counselling Program helps to establish realistic goals and improve self-esteem.
- The Job Placement Program assists residents to make realistic career choices and aids them in learning employment skills.
- The Family Support Program helps residents prepare for returning to their families by helping them with parental role expectations and effective communications.

NATIVE INMATES ARE REFERRED
BY:

Institutional Case Management Teams, N.C.S.A. Liaison Officer (Provincial Institutions), N.C.S.A. Native Program Coordinators (Federal Institutions and Corrections Services of Canada, Parole. Kochee Mena Case Admissions Committee interviews all interested inmates prior to acceptance.

THOSE INTERESTED

Any Native inmate that's interested should fill in an application form and mail it to:

- Native Counselling Services of Alberta
Kochee Mena Apartments
11745 - 126 Street
EDMONTON, Alberta
T5M 0S1

NCSA PROGRAMS and... STATISTICS

N.C.S.A.

FACT SHEET

1983 - 1984

PROGRAM	NO. OF STAFF	CLIENT CONTACTS/ SUPERVISED	AGENCY CONTACTS	OFFENSES/ CASES/ CONCERNS
Criminal Courtwork	32	15,145	8,231	25,371 Offenses
Family Courtwork	32	7,828	5,885	3,291 Cases
Juvenile Courtwork				
Liaison	11	2,048	873	
		7,424	3,881	
Family Life Improvement Program	3	825		
Parole	2	80 Clients/ 336 Months		84 Community Assessments
Probation	3	205		
Fine Options	2	228		\$59,364 in fines
Forestry Camps	14	145		

CRIMINAL COURTWORK - Assists Native people to develop a better understanding of their rights, interests, privileges and responsibilities in relation to the Criminal Justice System.

FAMILY COURTWORK - Acts as a liaison between Native families, Social Agencies and the Court.

JUVENILE COURTWORK - Was separated from the Family Courtworker Program in anticipation of the Young Offenders legislation and a new emphasis on young people under the age of 18.

LIAISON - Assists Native inmates with institutional administration, counselling and provision of information on the law, release or transfer and institution programs.

FAMILY LIFE IMPROVEMENT PROGRAM (FLIP) - Assists women who have had their children apprehended or who are about to have the children apprehended.

SELF HELP IMPROVEMENT PROGRAM (SHIP) - Assists women who have had their children apprehended and placed in foster homes.

YOUTH GROUP - Directs its attention to juveniles, ages 12 - 16, who are having difficulties with the legal system, their family life, at school or with drug, alcohol or solvent abuse.

FORESTRY CAMPS - Provides Native inmates with an alternative work and leisure program not readily available at provincial institutions.

FINE OPTIONS - Provides an alternative form of paying fines.

PAROLE - Helps inmates to formulate parole plans, prepares Community Assessments and supervises Native inmates on parole, mandatory supervision and Temporary Absence Passes.

PROBATION - Supervises and counsels Native clients on probation.

LAW AWARENESS COURSES - Familiarizes students with the law and legal system and broadens the awareness of the impact of law and the effects of incarceration.



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NATIVE COUNSELLING SERVICES OF ALBERTA is an independent non-profit organization staffed predominantly by Native people, trained by MCSA's Training Department. The primary function of MCSA is to assist Native people in conflict with the law. Services are provided before, during, and after all phases of a court appearance. Native Counselling has as its primary objective:

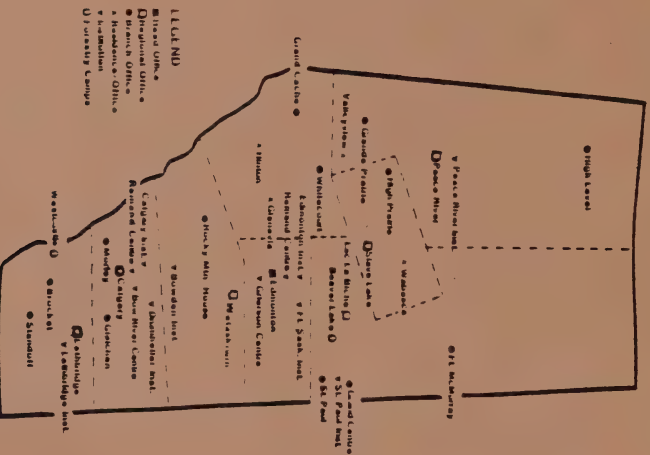
TO GAIN FAIR AND EQUITABLE
TREATMENT FOR NATIVE PEOPLE
INVOLVED WITH THE LAW.

For further information regarding services available, please contact the nearest regional office or write:

NATIVE COUNSELLING SERVICES
OF ALBERTA
5th Floor, Victoria Place
10009 - 108 Street
EDMONTON, Alberta
T5J 3C5
(403) 423-2141

Executive Director: Chester Cunningham
Assistant Director: Harry Shanks

NCSA SERVICES ARE OFFERED
THROUGHOUT THE PROVINCE FREE OF CHARGE TO THE CLIENT



AREAS

Program	Peace River	Sieve Lake	Lac Le Biche	Yellowhead	Edmonton	Wetaskiwin	Calgary	Lethbridge
Criminal	◆	◆	◆	◆	◆	◆	◆	◆
Family	◆	◆	◆	◆	◆	◆	◆	◆
Adolescent	◆	◆	◆	◆	◆	◆	◆	◆
Adult	◆	◆	◆	◆	◆	◆	◆	◆
Probation	◆	◆	◆	◆	◆	◆	◆	◆
Law	◆	◆	◆	◆	◆	◆	◆	◆
Research	◆	◆	◆	◆	◆	◆	◆	◆
Media	◆	◆	◆	◆	◆	◆	◆	◆
Administration	◆	◆	◆	◆	◆	◆	◆	◆

N.C.S.A.

FINE OPTION

PROGRAM



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WHAT IS THE FINE OPTION PROGRAM?

- It is a joint project of NCSA and the Alberta Solicitor General's Department.
- It gives people the option of working off a fine in the community instead of paying money or serving time in prison.

WHO DOES IT HELP?

- People who have been fined by the court and have been given time to pay.
- Individuals serving time in prison for defaulting on a fine.

HOW DOES IT WORK?

- After being fined by the court:
 - ask to be referred to the Fine Option Program.
 - talk with a Fine Option Program Worker.
 - the Fine Option Worker will figure out how many hours of work you must do to pay off your fine.
 - you should be able to complete your work on the Fine Option Program before your time to pay date expires.
 - you will be assigned to a job in the community, such as painting, shovelling snow, or cleaning yards.
 - your wages will go directly toward payment of your fine.

- If in prison for defaulting on a fine:

- you may be granted a Temporary Absence to work off your fine in the community.
- you may be assigned to a work project within the institution.
- when your fine has been worked off you will be released from the institution.

WHY PARTICIPATE?

- Help improve your community instead of spending time in prison.

WHO TO CONTACT?

- The courtworker in your area or a Fine Option Program staff member.
- A Native Liaison Officer.

This program is sponsored by:

NATIVE COUNSELLING SERVICES OF
ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
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N.C.S.A.

**TRAINING
DEPARTMENT**



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The N.C.S.A. Training Program is designed to increase the legal knowledge of the staff in order to enable them to:

- Assist their clients to better understand the legal process.
- Assist the officers of the Justice system in their service delivery to Native people.

With the growth of the Agency since 1970, it became necessary to formalize the training program. From its original style of "on the job" training, the program has expanded to include a full range of in-house and outside training programs. The department has now developed to include three full-time trainers, and the training costs have become a part of the overall budget, with each N.C.S.A. program contributing to the costs on a proportional basis.

The present program:

- Orientation training is provided to new employees after they have been on the job for a few months, and includes a thorough introduction to N.C.S.A.'s policies and programs, as well as to Criminal and Family Law and Correctional programs. Topics such as

Public Speaking and Report Writing are also included in orientation training.

- Job Related Sessions are provided, specifically designed for the major N.C.S.A. programs:

- Criminal and Family Courtwork
- Native Liaison/Program Coordinator
- Parole and Probation
- Minimum Security Camps
- Secretarial and Supervisory

Sessions of about one week's duration are conducted three to four times a year in various locations across the province.

- Seminars and Courses, Workshops and Conferences offered by other agencies are available to all staff, and they are actively encouraged to attend.

- Legal Training occurs on the job and through contacts with legal system personnel. Formal legal training sessions at Orientation and job related sessions are conducted by staff from the Legal Resource Centre in Edmonton. Extensive use of discussions, audio-visual presentations and role-plays is made. Lawyers and Judges from across the province are often in attendance.

- Helping other agencies has always been a function of the training department, and Native Courtworkers from across Canada have taken part in the programs. N.C.S.A. participates also in the training of legal system officials by explaining the role of the organization and sensitizing them to the needs, concerns and culture of Native people.

The training department is located in the head office of N.C.S.A.,

NATIVE COUNSELLING SERVICES OF
ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
T5J 3C5

Telephone: (403) 423-2141

Further information on the training program can be obtained from any of the trainers at the above address.

YOUNG OFFENDER WORKSHOPS PROGRAM

WHAT IS THE YOUNG OFFENDER WORKSHOPS PROGRAM?

- It is an NCSA program that promotes community awareness and understanding of the new Young Offenders Act to Native communities, agencies and young people.
- It educates young people about their rights and responsibilities to the Young Offenders Act.
- It offers prevention programs in schools.

WHO IS IT FOR?

- Any youths, parents, schools, agencies or community groups, Native or non-Native.
- There is NO CHARGE for services.

WHAT DO YOUNG OFFENDER WORKSHOPS PROGRAM STAFF DO?

- Their job involves:

- travelling to various communities to conduct information workshops on the new Young Offenders Act.
- planning and organizing information/materials for workshops.
- arranging for resource people to speak at workshops.

ANYONE INTERESTED IN PRESENTATIONS SHOULD CONTACT:

The Edmonton NCSA office for Northern Alberta:

Native Counselling Services of Alberta
5th Floor, Victoria Place
10009 - 108 Street
EDMONTON, Alberta
T5J 3C5

TELEPHONE: (403) 423-2241

The Calgary NCSA office for Southern Alberta:

Native Counselling Services of Alberta
1426 - 19 Avenue N.W.
CALGARY, Alberta
T2M 1A6

TELEPHONE: (403) 284-4151

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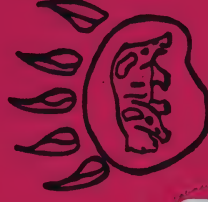
YOUNG OFFENDER

PROBATION PROGRAM

&

YOUNG OFFENDER

WORKSHOPS PROGRAM



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YOUNG OFFENDER PROBATION PROGRAM

WHAT IS THE YOUNG OFFENDER
NATIVE INTENSIVE PROBATION
PROGRAM?

- The program's main objective is to provide probation supervision by Native Probation Officers to Native young offenders.
- It is an alternative community probation program.
- It offers a weekly youth support group that provides educational and social activities and group counselling.

WHO IS IT FOR?

- Native young offenders age 12-17 inclusive and their families in Edmonton and the surrounding district.
- There is NO CHARGE for services.

WHAT DO YOUNG OFFENDER NATIVE
PROBATION WORKERS DO?

- Their job involves:
 - supervising young offenders on probation and ensuring they follow through on the terms of their probation order.
 - providing one to one counselling with young offenders.
 - making referrals where necessary, to other agencies.
 - facilitating and organizing the weekly youth group.
 - acting as a liaison with correctional services staff, community resources/agencies, schools.

WHO TO CONTACT?

- NCSA young offender probation staff work in co-operation with the Solicitor General's Department, Community Corrections officers. All probation referrals are arranged through your Probation Office.

These program are sponsored
by:

NATIVE COUNSELLING SERVICES
OF ALBERTA

Funding has been provided
by:

EMPLOYMENT AND IMMIGRATION
CANADA

Both programs are one year
pilot projects.

N.C.S.A.

FORESTRY

CAMPS



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WHAT ARE THE NCSA FORESTRY CAMPS?

- They are a joint project of NCSA and the Provincial Solicitor General's Department.

- They are minimum security camps that provide inmates with a work and leisure program different from those available in other provincial correctional institutions.

WHO IS ELIGIBLE FOR THE CAMPS?

- Generally, camp inmates are from the Fort Saskatchewan, St. Paul, and Lethbridge Correctional Institutions and:

- have served 1/3 of their sentence
- have a record of non-violence
- are from the areas where the camps are located
- are primarily Native

- All camp inmates are carefully screened by a Classification Committee.

HOW ARE THE CAMPS RUN?

- The camps are run by Native staff members and house 20 inmates each.

- Inmates are taught basic work and living skills and receive counselling on their problems and needs (employment after release, for example).

- Inmates normally work a 5 day week and are paid a daily incentive wage. This work includes:

- construction
- cutting firewood
- collecting seed cones
- clearing snow
- developing recreation areas

- Some inmates work at regular jobs in the community and are paid a regular wage by their employers.

- Inmates also fight forest fires and are paid an hourly fire-fighter's wage.

- Some inmates attend nearby vocational schools.

- Recreational and cultural activities are planned for evenings, holidays and weekends.

WHERE ARE THE CAMPS?

- Beaver Lake Camp is near Lac La Biche.
- Westcastle Camp is near Pincher Creek.

BENEFITS OF THE CAMPS?

- opportunity for regular work and educational upgrading.
- closer to home for visits.
- smaller living units than an institution.
- a Native cultural environment.

TO TRANSFER TO A CAMP . . .

- Contact a Native Liaison Officer or your Caseworker.

This program is sponsored by:

NATIVE COUNSELLING SERVICES OF
ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
T5J 3C5

Telephone: (403) 423-2141

N.C.S.A.

ADMINISTRATION

DEPARTMENT

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THE ADMINISTRATION DEPARTMENT OF

N.C.S.A. assists in the operation of an efficient and smooth running organization.

THE STAFF include a Clerical Supervisor and approximately twelve secretaries and receptionists throughout the province. The Department is headed by the Program Director: Administration and comprises about 12% of the total staff.

RESPONSIBILITIES AND ACTIVITIES

INCLUDE:

Accounting - bookkeeping, financial statements, accounts payable and receivable, employees' expense accounts and office petty cash accounts.

Payroll - biweekly preparation of three separate payrolls for over 100 employees.

- group insurance, registered pension plan, medicare and required government deductions and payments.

- maintenance of sick leave, vacations and salary increment records.

- process group insurance claims

- annual tax department returns

Budgets - preparation of budgets for ongoing and proposed new programs

programs

Banking - routine banking.

Statutory and Legal - annual statements and returns for Companies Branch, Pension Branch and funding agencies.

Purchasing and Leasing - renting of office space, purchase and leasing of office furniture,

office machines and automobiles, etc.

- purchase of office supplies, forms, printing and miscellaneous supplies.

Cost Accounting and Controls - preparation of periodic financial status reports for Program Directors and Supervisors.

- monitor employees' expenses salaries and overhead.

Communications and Records - maintenance of personnel, client and correspondence files.

- preparation, publication and distribution of monthly newsletter.

- all typing activities and minutes

- travel and accommodation arrangements

Advisory and Counselling - assist management and Board of Directors in areas of changing, updating and proposing new policies.

- sometimes assist clients in areas of administrative law (eg. wills, insurance, pensions, medical care, etc.)

OTHER ACTIVITIES:

- organization of special events

(eg. Annual Meeting, social functions, etc.)

- in rural areas clerical staff may fill in for field workers.

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T5J 3C5

Telephone: (403) 423-2141

For further information contact:

Don Whenham - Program Director

or

Lorraine Hope - Clerical Supervisor

N.C.S.A.

FAMILY

COURTWORK

PROGRAM



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WHAT IS THE FAMILY COURTWORK PROGRAM?

- It is an NCSA program that provides people with legal information, counselling and assistance in the Family and Juvenile Courts of Alberta.

- It helps people understand their legal rights and responsibilities.

- It helps families work out their problems and stay together.

WHO DOES IT HELP?

- Any youth, adult, or family, Native or non-Native.

- There is NO CHARGE for services provided by the Family Courtwork Program.

HOW DOES IT WORK?

- NCSA Family Courtworkers are located throughout the province. Their job involves:

- acting as a liaison between their clients, social workers, and the courts
- informing people of their legal rights and explaining court procedures to them
- helping people obtain a lawyer
- referring people with special needs to other agencies and programs for help (such as alcoholism treatment or home-maker assistance)

- supervising visits between children in foster care and their natural parents
- supervising juveniles on probation

WHY SEEK OUR HELP?

- Learn about your legal rights

- Find out about Family and Juvenile Court procedures.

- Obtain assistance in finding a lawyer and standing up for yourself in court.

- Obtain help with family or personal problems.

WHO TO CONTACT?

- The Courtworker in your area.

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ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
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Telephone: (403) 423-2141

N.C.S.A.

YOUTH
PROGRAM



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WHAT IS THE NCSA YOUTH PROGRAM?

- It is a part of NCSA's Family and Juvenile Courtwork program.
- It offers young people a chance to get involved in social and recreational activities.
- It offers counselling, assistance in court and legal information to young people with problems.

WHO CAN COME?

- All young people, boys or girls, Native or Non-Native between the ages of 10 and 16 yrs.
- There are no membership fees or fees for counselling services.

WHAT HAPPENS?

- Each month the program sponsors a variety of different activities.
- Last year, young people in the program were involved in:
 - playing basketball, baseball, horseback riding, rollerskating, camping trips.
 - visiting other communities outside Edmonton.
 - visiting different organizations in Edmonton.
 - attending pow-wows and rodeos.
 - going to the movies.
 - having family suppers.
 - having talk groups with community resource people and elders.
 - attending local sports events

WHEN AND WHERE?

- Activities happen about three evenings a week and on weekends.
- Camping trips during the summer and special trips may take several days.
- Most activities take place in the Edmonton Friendship Centre.
- The juvenile courtworker or other volunteer staff are usually around to help out.

WHY COME?

- Meet new friends.
- Have something fun to do.
- Have someone to talk to about problems.
- Have someone to help you out when you really need it.

Note: If you would like to volunteer or help in any way, please contact us.

WHO TO CONTACT?

- If you want to take part.
- If you want to help out.

Gail Williamson
Juvenile Courtworker
423-2141

- Or any Family Courtworker.

This program is sponsored by:

NATIVE COUNSELLING SERVICES OF

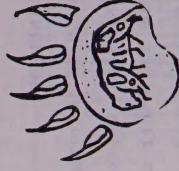
ALBERTA

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9912 - 106 Street
Edmonton, Alberta
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Telephone: 423-2141

N.C.S.A.

RESEARCH DEPARTMENT



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THE RESEARCH DEPARTMENT has been in operation since 1978. Since then, it has expanded considerably in both the number of personnel and the scope of activities.

THE STAFF include professional research and support personnel. Researchers may also be hired on a contract basis to complete specific projects when the need arises.

FACILITIES include a Computer Terminal which is linked to the computer at the University of Alberta. The department also has a small printer on which statistical reports can be generated at short notice.

THE SERVICES INCLUDE:

- the provision of information to NCSA's staff with respect to our own programs and other topics relevant to the agency. Program reviews may also be conducted on request.
- the development of program proposals.

- the provision of information about NCSA, Native people and the criminal justice system to other interested groups and agencies.

- the development of public documents stating NCSA's policies and recommendations and the presentation of briefs to government.
- the provision of consultative services to other agencies with respect to research, planning, and evaluation methods.
- the supervision and training of placement and other students in practical research methods.

THE LIBRARY is also the responsibility of the Research Department.

The collection includes books and documents relevant to the criminal justice and other systems as they affect Native people. Also included are some reference texts, and NCSA is attempting to increase its collection of Native children's and adult fiction. The library is available for the use of both NCSA staff and the public, free of charge.

This program is sponsored by:

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ALBERTA

5th Floor, Victoria Place
10009 - 108 Street
Edmonton, Alberta
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Telephone: (403) 423-2141

For further information contact:

Marianne Nielsen - Coordinator

N.C.S.A. does not have elected Board members. The N.C.S.A. Board is selected from the general Native population throughout the Province upon the recommendations of the Indian and Metis Associations of Alberta.

The seven member Board consists of a President, Vice President, Secretary-Treasurer and four other members. The main responsibility of the N.C.S.A. Board is to set operating procedures, and policies and guidelines, such as the terms and conditions of employment. It does not engage in daily administration of the program.

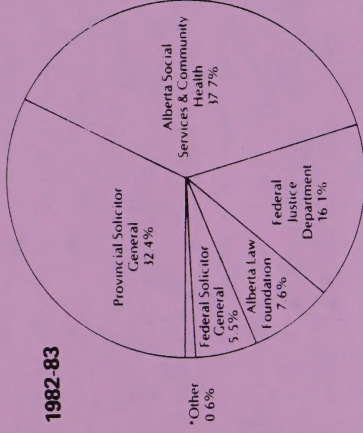
Board of Directors

Wilton Goodstriker, President
Joe Cardinal, Vice President
Lloyd Gwin, Secretary-Treasurer
Sharon Braglin, Board Member
Alec Piche, Board Member
Dan McLean, Board Member
Danny Sinclair, Board Member

Administration

Chester Cunningham, Executive Director
Harry Shanks, Assistant Director
Other N.C.S.A. staff include:
6 Program Directors
10 Area Supervisors
6 Program Coordinators
125 Field Staff

1982-83



* Native Secretariat, Federal Manpower and Immigration, DIAND

Chart 1, illustrates NCSA's funding sources. In 1983, NCSA operated on a budget of slightly under 4.5 million dollars. See Chart 1 for a breakdown of sources.

For Further Information Contact:

NATIVE COUNSELLING SERVICES OF ALBERTA

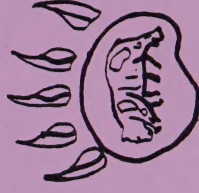
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June 1/84

HISTORY OF

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The Courtworker program in Alberta began in the Canadian Native Friendship Centre in Edmonton in 1963. By the late 1960's the Courtworker was spending the majority of his time helping Native people in court. At the same time Native people throughout the province were seeking the help of the Edmonton Courtworker.

In 1969 the Indian Association of Alberta and the Metis Association of Alberta completed a needs survey of the province. The results showed one of the top priorities was the need for a provincial Courtworker Program.

In 1970 funding was provided and four courtworkers were hired. With the support of both associations, a provisional Board of Directors was established to administer the Courtwork program.

In 1971 a number of events happened:

- 1) the provisional Board became a permanent one.

- 2) the Courtworker services expanded to include the Southern Alberta region.

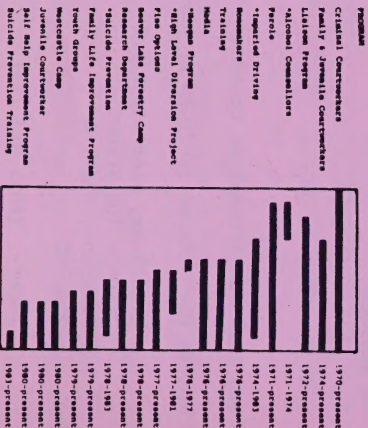
and

3) the name was changed to Native Counselling Services of Alberta.

As demands for law-related services increased, N.C.S.A. attempted to fill the gaps by increasing it's programs and services. By 1975, N.C.S.A.'s two major programs Criminal and Family Courtwork were well established and covered every court in Alberta.

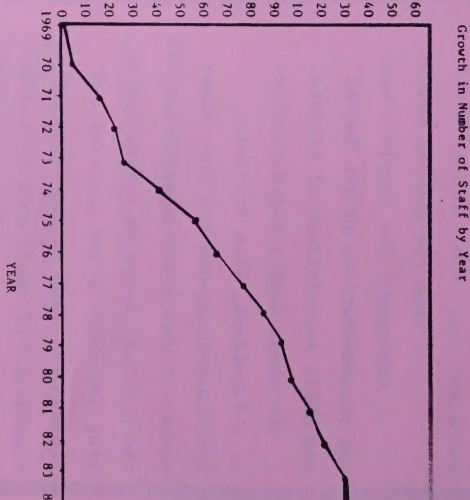
N.C.S.A. has also established several support programs such as Liaison, Youth Groups and the Family Life Improvement Program to provide a better service to the clients. (see graph 1).

NCSA Programs, Past and Present:



Graph 1

NUMBER OF STAFF



Growth in Number of Staff by Year

With more than a decade in operation, the organization expanded and changed from a small agency to a large province wide organization with a staff of approximately 130 and offering over 14 programs and services. (see graph 2).

This could not have been accomplished without the financial support and encouragement of funding bodies such as Alberta Social Services and Community Health, the Department of Justice, the Alberta Solicitor General and the Alberta Law Foundation.